



BOXBOROUGH PLANNING BOARD
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James Faulkner, Chairman Eduardo Pontoriero, Clerk Owen Neville John Markiewicz Nancy Fillmore

Meeting Minutes
January 27, 2014
7:30 p.m.

Members present:

James Faulkner, Chair
Owen Neville, Member
Nancy Fillmore, Member
John Markiewicz, Member
Elizabeth Hughes, Town Planner

The Chair opened the meeting at 7:32 pm. Ms. Fillmore volunteered to take the meeting minutes.

Meeting Minutes January 13, 2014

On a motion by Mr. Neville, seconded by Mr. Markiewicz, the minutes of January 13, 2014 were unanimously approved as amended.

Intersection Improvement Project & Police Chief Accident Information

The Board reviewed a memo from the Police Chief to the Selectmen that was attached to the Board's Intersection Improvement Project memo to the Selectmen. The Board noted that one of the higher accident locations was the intersection of Depot Road and Liberty Square Road. The Town Planner informed the Board that the Selectmen would be discussing the memo at their meeting February 10th, which was a regularly scheduled meeting night for the Board as well. The Board indicated they would be willing to go over to the Selectmen's meeting to be available for questions. Ms. Hughes stated she would coordinate with the Town Administrator to have the Board on the Selectmen's agenda at 7:30 pm.

Town Planner Updates

Ms. Hughes informed the Board about a meeting the Building Inspector and she had with a developer regarding the potential for a new gas station on Massachusetts Avenue across from the Route 495 Northbound on-ramps and owned by the Gutierrez Company. Of interest was the fact that the project would include an ancillary coffee business with a drive-thru. Ms. Hughes commented that previous Building Inspectors had determined that drive-thrus were not permitted in Town. However, after discussions with the current Building Inspector, they were in agreement that only drive-thru banks were not permitted in the Town Center Zone District, as indicated by Footnote 4.

Boxborough Town Center Definitive Subdivision Plan Public Hearing

The Chair opened the public hearing at 7:45 pm. It was noted the Mr. Pontoriero was not present and the public hearing was being taped. The applicant's engineer Ben Ewing with Stamski and McNary, Inc. gave a brief overview of the project and plans.

The Board allowed members of the public to ask questions. Jesse Cameroto, 848 Massachusetts Avenue asked for clarification on the scope of work to be done. Mr. Ewing explained that the proposal is to divide the property into two mixed use lots off a new roadway.

Anne Becklean, 99 Stow Road questioned the location of the wetlands and whether the project would make the wetlands larger. Mr. Ewing replied that the drainage from the new roadway would be handled through two new detention basins and the wetlands would not be made larger.

Mr Cameroto questioned whether Massachusetts Avenue would have to be widened. Mr. Ewing stated that MassDOT would have to approve the widening of the road to accommodate the added turning lane onto the new road. Carol Loughlin, 560 Burroughs Road, asked for clarification where the new road would be located off Massachusetts Avenue, so Mr. Ewing showed her on the plan.

With no further questions from the public, the Chair had the Town Planner go through the Committee, Department and Town's consulting engineer comments in her report. In reference to the Town Planner's comment regarding continuation of the sidewalk around the cul-de-sac, Mr. Neville suggested that the sidewalk be located on the east side of the new road since it was more likely people would be coming and going from that direction on Massachusetts Avenue.

The Board discussed a site walk and scheduled it for Tuesday February 18th at 7:30 am. It was asked whether the public was invited to attend the site visit. Mr. Ewing stated if someone wished to attend, they would have to send an email requesting permission.

The Board discussed a date to continue the public hearing. The Town Planner noted that the Board has a meeting scheduled for February 24th and March 10th and had to make a decision before March 8th unless the applicant granted a time extension. Mr. Faulkner stated he was not available on March 10th and suggested scheduling a meeting for March 3rd instead. The Board agreed. Mr. Ewing commented they would pull together a response to all of the town comments and that it shouldn't take too long. The Board discussed with Mr. Ewing continuing the public hearing to February 24th. Mr. Ewing said they would be available. Ms. Hughes commented that additional material would need to be submitted no later than February 18th if the Board was expecting the Town's consulting engineer to review the material. Mr. Ewing replied they could do that.

Mr. Faulkner moved to continue the public hearing until February 24th at 7:45 pm. The motion was seconded by Ms. Fillmore with all voting in favor.

Potential Community Preservation Act Warrant Article Presentation

The Chair welcomed Rita Grossman and Jeanne Kangas to the meeting. Ms. Grossman went through a PowerPoint slide presentation about the Community Preservation Act and why they thought now was a good time to take it to Town Meeting.

The Board discussed whether this was a long-term commitment and what happens if the Town does not have any big projects coming up. Ms. Grossman responded that the Town will be able to decrease the amount of the contribution from say 3% to 1%.


Mr. Neville asked where the money goes after all of the projects are done. Ms. Grossman responded this is something that would still need to be answered.

The Board discussed with Ms. Grossman and Ms. Kangas the make-up of the Committee. Ms. Grossman replied this was just the first step in getting the CPA passed and this is another item that would need to be answered.

Mr. Faulkner moved that the Planning Board support the concept of the CPA, but did have further questions to fully support. Mr. Neville seconded the motion with all voting in favor.

With no further business, the meeting was adjourned at 9:13 pm on a motion by Mr. Markiewicz, seconded by Mr. Neville with all voting in favor.

On Behalf of the Boxborough Planning Board

A handwritten signature in black ink, appearing to read 'Eduardo Pontoriero', is written over a horizontal line.

Eduardo Pontoriero, Clerk